ALABAMA HISTORICAL COMMISSION
The State Historic Preservation Office

468 S. Perry Street
Montgomery, Alabama 36130-0900
Voice: (334)242-3184
Fax: (334)262-1083
www.preserveala.org

Historical Cemetery Marker & Plaque Program

PURPOSE
The Alabama Historical Commission (AHC) historical cemetery markers and plaques inform the public about significant historic cemeteries in Alabama.

HISTORICAL MARKERS
Sewah Studios in Marietta, Ohio manufactures all AHC markers and plaques in the "Georgia" Pattern. Historical markers are available in two sizes, small (24"h x 30"w) or large (30"h x 42"w) and come standard with a 7' post (a 10' post is available for an extra charge of $25). The state cemetery seal is used as the emblem in the crest. The person ordering the marker is responsible for sending payment directly to Sewah Studios upon invoice. The AHC Cemetery Program Coordinator must authorize Sewah Studios to manufacture each marker. The current price for a marker ranges from $1440 to over $2590 depending on the size of the marker and the amount of text. The price includes delivery.

PLAQUES
A mountable plaque is also available for purchase. The plaque measures 16"h x 16.5"w and also features the state cemetery seal as the emblem in the crest. Four text options are available and the cost is $470, which includes mounting hardware and delivery.

FUNDING
No state funds are available for markers or plaques. Individuals and organizations must raise the funds to purchase a marker or plaque.

ELIGIBLE CEMETERIES
To purchase an AHC historical cemetery marker or plaque, the cemetery has to be listed on one of the following: the Alabama Historic Cemetery Register, the National Register of Historic Places, or the Alabama Register of Landmarks and Heritage. It will also be eligible if the cemetery is listed as a contributing resource in a listed National Register or Alabama Register Historic District.

RESTRICTIONS ON MARKER TEXT
The marker text should focus on the history of the cemetery and if possible, include historical information about the people buried there and information about the community in which the cemetery exists. The names of living persons of less than national significance will not be considered for inclusion in marker narratives. The names of the people or the organization that are erecting the marker will be allowed on the sponsor line at the bottom of the marker/plaque.

PROCEDURES FOR SECURING A MARKER or PLAQUE
1. An application must be completed and submitted to the AHC Cemetery Program Coordinator. An acceptable reference must be given for all statements to be included on a marker. Photocopies of unpublished sources should be submitted.

2. While the AHC is the final editor of marker texts, the applicant must verify the final text before the AHC sends it to Sewah Studios.

3. Once the marker text is finalized by the AHC and verified by the applicant, the AHC sends an authorization letter to Sewah Studios who then manufacturers the marker. Sewah Studios begins to process the order as soon as it is received. An invoice is sent to the billing address when Sewah Studios ships the marker or plaque.

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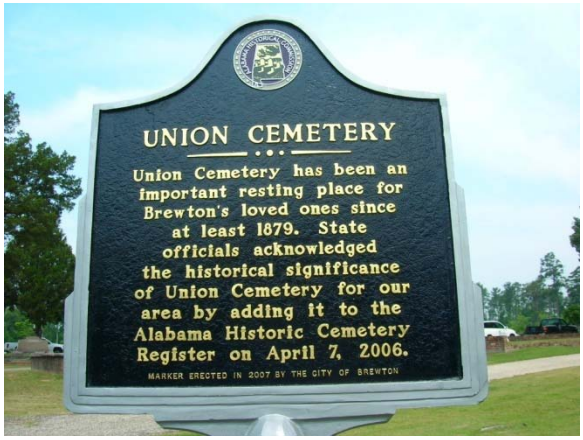
ERECTION
The erection of markers is the responsibility of the applicant.

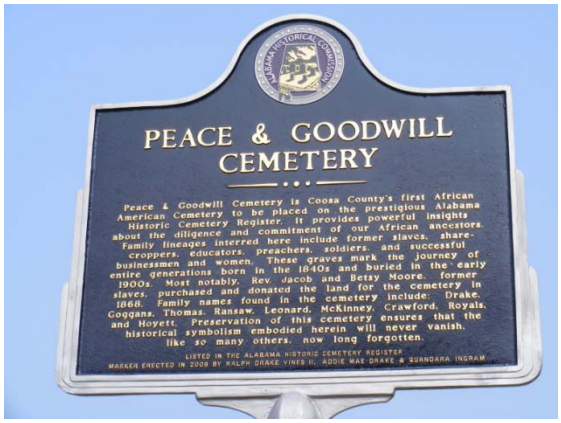
DEDICATION
The dedication of the marker is left entirely to the group who ordered the marker. If time and funding permits, a staff member of the Alabama Historical Commission can attend the ceremony if requested.

MAINTENANCE
All future maintenance of historical markers is the sole responsibility of the applicant.

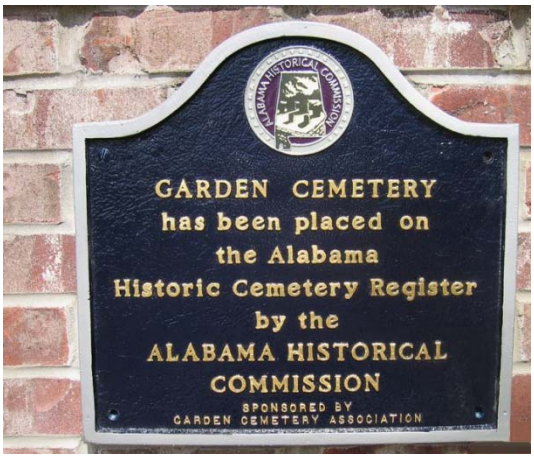
<u>Examples of AHC Cemetery Markers and Plaques</u>



Historical Marker (Small 24"h x 30"w)



Historical Marker (Large 30"h x 42"w)



Plaque (16.5"h x 16"w)

For more information contact
Hannah J. Garmon at 334.230.2644 / HannahJ.Garmon@preserveala.org

Historical Markers Pricing Guide (pricing effective May 1, 2014. Good through May 1, 2016)

(Sewah Studios, Inc. determines the price, not the Alabama Historical Commission)

All Prices includes gold leaf lettering, shipping and a 7' post. Add $25 for a 10' post.

Text Size	**Large 30"h x 42"w**	**Small 24"h x 30"**
5/8" (same text on both sides)	$2260	$1610
5/8" (different text on each side)	$2590	$1810
1" (same text on both sides)	$2040	$1470
1" (different text on each side)	$2340	$1640
1 ½" (same text on both sides)	$2000	$1450
1 ½" (different text on each side)	$2260	$1590
2" (same text on both sides)	$1920	$1440
2" (different text on each side)	$2200	$1540

Lettering Guide

Text Size	**Large 30"h x 42" w**	**Small 24"h x 30"w**
5/8"	20 lines per side 62 letters/spaces per line	16 lines per side 43 letters/spaces per line
1"	13 lines per side 41 letters/spaces per line	11 lines per side 29 letters/spaces per line
1 ½"	11 lines per side 31 letters/spaces per line	9 lines per side 22 letters/spaces per line
2"	8 lines per side 25 letters/spaces per line	7 lines per side 17 letters/spaces per line

CEMETERY PLAQUES

A cemetery plaque is available for $470 (includes mounting hardware & delivery). The following text options are available for cemetery plaques.

#1 This cemetery has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission

#2 This cemetery has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission Sponsored by *name of person(s) or group*

#3 *Name of Cemetery* has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission

#4 *Name of Cemetery* has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission. Sponsored by *name of person(s) or group*

Other Services Available from Sewah Studios, Inc.

Refurbishment *(minor repair and paint refinish to like new condition; round trip prepaid freight included; new post not included)*

Refurbish only : $800 Cap Replace & refurbish: $900

Replacement Posts

7'……..$325

Contact Sewah Studios for more information at (888) 557-3924 10'…….$350

ALABAMA HISTORICAL COMMISSION

Historical Marker & Plaque Application

CEMETERY NAME	
ADDRESS OR LOCATION OF CEMETERY	
COUNTY	
CONTACT PERSON NAME	TELEPHONE
EMAIL	FAX
MAILING ADDRESS	
CITY AND STATE	ZIP

HISTORIC REGISTER INFORMATION

Indicate which historic register the cemetery is listed on.

NOTE: A cemetery must be listed individually or as a contributing resource in a historic district to purchase a historical marker or plaque with the state cemetery seal.

☐Alabama Historic Cemetery Register	Date of Listing:
☐Alabama Register of Landmarks & Heritage	Date of Listing:
☐National Register of Historic Places	Date of Listing:
☐Unknown	

HISTORICAL MARKER SECTION

(To order a plaque, leave this section blank and skip to next page)

Size of Marker Requested (Height by Width):
☐Small: 24" x 30" OR ☐Large: 30" x 42"

Size of Lettering: ☐5/8" ☐1" ☐1 ½" ☐2"

Size of Post Requested: ☐7' or ☐10' (add $25)

Proposed Marker Narrative: (use additional sheets if necessary)

Location of Marker: (Provide a written description of where the marker will be erected and include a sketch map showing roads, sidewalks, and other identifiable landmarks on the site. Use additional sheets if necessary).

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PLAQUE SECTION
Choose from the text options below

☐#1
This cemetery has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission

☐#2
This cemetery has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission
Sponsored by [NAME OF PERSON/GROUP] ***Please write person / group here:***

☐#3
[NAME OF CEMETERY] has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission

☐#4
[NAME OF CEMETERY] has been placed on the Alabama Historic Cemetery Register by the Alabama Historical Commission
Sponsored by [NAME OF PERSON/GROUP] ***Please write person / group here:***

Indicate the material on which the plaque will be mounted: ☐Wood; ☐Brick; ☐Concrete; ☐Other

BILLING INFORMATION
A sponsoring individual or organization is required to pay Sewah Studios upon invoice. Do not send money to the AHC.

NAME	TELEPHONE
EMAIL	FAX
MAILING ADDRESS	
CITY AND STATE	ZIP

SHIPPING
For historical markers, prepaid delivery service is curbside delivery to a commercial delivery address. Add $75 for shipping to a residential address. Plaques can be delivered to a residential or commercial delivery address by UPS (no extra charge for residential address). Contact Sewah Studios at (888)557-3924 for specific shipping questions.

SHIP TO THE ATTENTION OF	TELEPHONE
COMPANY NAME	
STREET ADDRESS (NO P.O. BOXES)	
CITY AND STATE	ZIP
EMAIL	FAX

APPROVAL OF PROPERTY OWNER(s)
It is the responsibility of the applicant requesting the marker or plaque to secure approval of the property owner, whether it is privately or publicly (city, county, state or federal governments or right-of-way) owned. Property owner or designated official's signature(s) must appear below.

We request that the Alabama Historical Commission approve this Historical Cemetery Marker or Plaque.

_____ _____
Sponsoring Organization Property Owner or Authorized Officer (Please print)

_____ _____
Signature of Official of Sponsoring Organization Signature of Property Owner or Authorized Officer

_____ _____

Date	Date
Return this Form and Any Attachments to: **Alabama Historical Commission** **Attn: Hannah J. Garmon** **468 S. Perry Street** **Montgomery, Alabama 36130-0900**	